

OUTREACH NOTICE



LOS PADRES NATIONAL FOREST

For more information on the Los Padres National Forest, visit the Forest's website at www.fs.fed.us/r5/lospadres

TITLE:	Visitor Services Information Assistant	DUTY LOCATION:	Two vacancies(One at each District Office): 1) Santa Lucia Ranger District, Santa Maria, CA 2) Ojai Ranger District, Ojai, CA
SERIES:	GS-1001		
GRADE:	GS-04/05		

Please respond by September 29, 2014

The Los Padres National Forest will soon be filling two permanent /full time GS-1010-4/5 Visitor Services Information Assistant positions; one on the Santa Lucia Ranger District with a duty location of Santa Maria, CA, and one on the Ojai Ranger District with a duty location of Ojai, CA. This notification is being circulated to inform prospective applicants of this upcoming opportunity and to determine interest.

DUTIES: This position serves as the primary contact to the public at a District Ranger Station. The incumbent ensures that the information desk is covered at all times, and answers the phone and radio. Greets visitors, and responds to a variety of inquiries regarding Forest Service activities, programs, exhibits, facilities, policies, regulations and functions. Provides the latest, most accurate and appropriate information to the public, including inventory and updates of road and trail conditions, publications, brochures, posters, and informational handouts for the public. Monitors and reports statistics such as visitor numbers and activities, and keeps abreast of unit issues. Serves as Collection Officer to sell forest permits and other items, such as maps and passes. Coordinates Interpretive Association book sales, including ordering, stocking, sales, quarterly inventory and reporting. Performs regular daily activities for the reception area, including but not limited to, daily opening and closing of the facility, raising and lowering the flag, routing mail, personnel updates, and maintaining the front desk and public area exhibits.

To Apply: This position will be advertised sometime following the close of the outreach period. When it is advertised you may acquire a copy of the announcement from the internet, at USAJOBS. You may also look on the Los Padres website [Los Padres National Forest](http://LosPadresNationalForest) for jobs that are in the outreach phase and/or are currently being advertised.

Interested applicants are encouraged to submit the outreach form in order to be notified when the position is posted in USAJobs Website.

FOREST: Los Padres National Forest encompasses approximately 1.75 million acres of central California's scenic coastal mountain ranges. The forest stretches across almost 220 miles from north to south and consists of two separate land divisions. The northern division is comprised of the very unique Big Sur coastal range descending steeply to the ocean on the west and to the Salinas Valley on the east. It is within Monterey County and northern San Luis Obispo County. The "main division" is unique in being a transverse east-west costal range divided by the Sierra Madre Ridge and draining to the ocean on the south and to the Cuyama valley to the north. It includes lands within San Luis Obispo, Santa Barbara, Ventura and Kern Counties.

Duty Location: Santa Maria, California

9/5/2014

Santa Maria is a full service community of 100,000 people with a hospital, community college, performing arts center, shopping, etc. There are also six incorporated cities within a 35 minute commute that also offer living options (San Luis Obispo, Pismo-Shell Beach, Arroyo Grande, Oceano, Grover Beach, Guadalupe). For information on the community of Santa Maria, click <http://www.ci.santa-maria.ca.us/home.shtml>

Duty Location: Ojai, California

Ojai is a community of over 7,000 people with a hospital, shopping, art galleries, numerous private schools, etc. The larger community of Ventura is within 20 miles of the District Office. Ventura has a population of over 100,000 people as well as two Hospitals, a Community College, a large shopping mall, etc. For information on the community of Ojai or Ventura, click <http://www.ci.ojai.ca.us/> or <http://www.cityofventura.net/>

If you are interested in this opportunity and/or plan on applying for this vacancy on the Santa Lucia Ranger District, please return this Outreach Response Form electronically by 09/29/14 to nrezeau@fs.fed.us or mail to Santa Lucia Ranger District, 1616 N Carlotti Drive, Santa Maria, CA 93454 attn: District Ranger.

AND/OR

If you are interested in this opportunity and/or plan on applying for this vacancy on the Ojai Lucia Ranger District, please return this Outreach Response Form electronically by 09/29/14 to skexline@fs.fed.us or mail to Ojai Ranger District, 1190 East Ojai Avenue, Ojai, CA 93023 attn: District Ranger.

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9/5/2014

OUTREACH RESPONSE FORM
Visitor Services Information Assistant, GS-1001-04/05
Los Padres National Forest
Duty Stations: Santa Lucia Ranger District, CA; or Ojai Ranger District, CA

Please fill out entirely and return your completed response form by
September 29, 2014

If you are interested in this opportunity and/or plan on applying for the permanent vacancy when advertised, please let us know by returning this Outreach Response Form to either Nathan Rezeau at nrezeau@fs.fed.us, or Sue Exline at skexline@fs.fed.us. If you want more information please contact:

Santa Lucia Ranger District Contact: Nathan Rezeau
Phone: (805) 925-9538
Email: nrezeau@fs.fed.us

Ojai Ranger District Contact: Sue Exline
Phone: (805) 646-4348
Email: skexline@fs.fed.us

Your Name: _____ Email: _____

Mailing Address: _____

Telephone Number _____

If Current Federal Employee, Agency Employed With: ____USFS, ____BLM,
____OTHER (specify) _____

If Current Federal Employee, Type of Appointment: ____Permanent ____Temporary ____Term
____VRA ____PWD ____Other

Current FS Employee, Region/Forest/District: _____

Current Series and Grade: _____

Current Position Title: _____

If you are not a current permanent (career or career conditional) employee, are you eligible to be hired under any of the following special authorities:

- ____Person with Disabilities
- ____Veterans Readjustment
- ____Disabled Veterans with 30% Compensable Disability
- ____Veterans Employment Opportunities Act of 1998
- ____Former Peace Corps Volunteer
- ____Pathways (Recent Graduate and PMF) Program
- ____Other _____

How did you learn of this vacancy? _____

Thank you for your interest and response!

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